

BREVARD C.A.R.E.S BOARD OF DIRECTORS
February 1, 2013
ANNUAL BUSINESS MEETING
AND BOARD MEETING
MINUTES DRAFT

Board Members in Attendance: Dr. Patricia Nellius, Board Chair; Dr. Robert Cross, Vice Chair; Ms. Carol Macrander, Board Member; Ms. Cyndi Hernandez, Board Member; Ms. Debbie Davidson-Cook, Treasurer; Mr. Ralph Martinez, Board Member; Dr. Barry Kronman, Board Member; Ms. Julia Irvin, Board Member

Others in Attendance: Ms. Valerie Holmes, Brevard C.A.R.E.S. Executive Director; Ms. Osha Goodwin, Brevard C.A.R.E.S. Administrative Assistant; Ms. Gloria Hensler, Brevard Family Partnership, Finance Director; Geo Ropert, Brevard Family Partnership Director of Communication

Dr. Nellius called the meeting to order.

Dr. Nellius introduced and welcomed new board member Ms. Julia Irvin.

Motion: Ms. Hernandez moved to approve the minutes from the November 7, 2012 meeting. This was seconded by Ms. Macrander and the motion was passed unanimously.

New Business

Ms. Holmes read the proposed slate of nominations for Officers;

Board Chair: Dr. Patricia Nellius accepted the role of Board Chair in October 2009 for an unlimited term. She has agreed to continue to serve in this capacity.

Board Vice Chair: Dr. Robert Cross accepted the role of Board Vice Chair in November 2011 for a two-year term. He has expressed a desire to remain in this role.

Board Treasurer: Ms. Debbie Davidson-Cook accepted the role of Board Treasurer in November 2011 for a two-year term. She has expressed a desire to remain in this role.

Motion: Dr. Kronman moved to approve the proposed slate of nominations for Officer positions. This was seconded by Ms. Hernandez and the motion was passed unanimously.

Board members reviewed Governance Policy Election of Officers policy number GOV BC 1021.

Motion: Dr. Cross moved to approve Governance Policy Election of Officers policy number GOV BC 1021. This was seconded by Ms. Macrander and the motion was passed unanimously.

Board members reviewed Governance Policy Board Self-Assessment policy number GOV BC 1016.

Motion: Ms. Hernandez moved to approve Governance Policy Board Self-Assessment policy number GOV BC 1016. This was seconded by Dr. Kronman and the motion was passed unanimously.

Board Members reviewed Governance Policy Risk Management policy number GOV BC 1014.

Motion: Dr. Kronman moved to approve C.A.R.E.S. Governance Policy Risk Management policy number GOV BC1014. This was seconded by Ms. Macrander and the motion was passed unanimously.

Dr. Kronman spoke about two programs developed by the Brevard Neighborhood Development Coalition (BNDC), the Dorcas Outreach Center for Kids (DOCK) and the Evans Center. The DOCK is a drop-in community center where children and teens of the Booker T. Washington neighborhood can go to receive a healthy snack, help with homework, computer lessons, art classes, faith lessons and recreation. The Evans Center is similar to the DOCK but it provides assistance to the children and teens of the Powell and Driskell Heights subdivisions. Dr. Kronman provided Dr. Nellius with the contact information for the Director of BNDC so that she could contact them to inquire more about their organization and provide them with information about C.A.R.E.S.

Consent Agenda

Ms. Holmes presented the Executive Director Report. Ms. Holmes informed the Board that she is currently persuading two grants; the Department of Children and Families Office on Homelessness Emergency Solutions Grant for Prevention and Rapid Rehousing and the Veteran's Supportive Services Grant.

The Homelessness Emergency Solutions Grant for Prevention and Rapid Rehousing funds will be used for direct services to prevent homelessness and fund a full time Family Partner Housing Specialist position.

C.A.R.E.S. is partnering with the Coalition for the Hungry and Homeless for the Veteran Supportive Services Grant that would provide veteran families with children under the age of 18 assistance needed to gain or keep employment and permanent housing. The Coalition would serve as the lead agency and C.A.R.E.S. would be a sub recipient of funds to provide Family Team Conference, Wraparound, Child Care and Transportation.

Ms. Holmes informed the Board that she presented the Brevard C.A.R.E.S. model to the new DCF Tallahassee Prevention Director, Ms. Jane Johnson, on Wednesday January 30 in Orlando. Ms. Johnson was very impressed with the Brevard C.A.R.E.S. model and plans to present the information to the Secretary.

Ms. Holmes announced that C.A.R.E.S. was invited by The Central Florida Behavioral Health Network to provide Wraparound for the Department of Juvenile Justice Redirections Funding in Brevard County and possibly other counties.

Ms. Holmes gave a Child Trends update. She informed the Board that the contract for the Data Validation Study will be extend beyond the June 30, 2013 end date to June 30, 2015.

Ms. Holmes spoke about the Council On Accreditation (COA) process. Site reviews are

scheduled for October 21, 2013 and October 22, 2013. C.A.R.E.S. is being accredited as an Intensive Case Management Agency and Head Start will be accredited in Counseling, Support and Education. Areas that will be assessed are Ethics, Finance, Governance, Human Resources, Performance Quality Improvement, Risk Prevention Management, Administrative Services Environment, Behavior Support and Management, Client Rights and Training and Supervision. Governance areas that will be reviewed are Bylaws, Articles and Incorporation, list of Governing Board Members, mission statement, Board data, reports and minutes from Board meetings and subcommittee meetings. Board members will be required to be available for on-site interviews on October 22, 2013.

Ms. Holmes presented the Monthly Board Data for November and December 2012.

Ms. Hensler presented the C.A.R.E.S. financial statements for December 2012.

Ms. Hensler presented the Head Start financial statements for December 2012.

Old Business

Ms. Hernandez gave a Public Relations (PR) Task Force update. Ms. Hernandez announced that the Kayaking for Kids event is scheduled for April 13, 2013, from 10:00am to 3:00pm at Kiwanis Park on Merritt Island. All Board members are invited to attend. Various community partner organizations will provide games for the kids and several vendors such as Brevard Petting Zoo will be present. The cost to attend the event is \$10 per person or \$25 per family. Mr. Ropert is working on advertisement for the event. A Dine Out Event is scheduled for April 19, 2013 at Uno Chicago Grill in Viera, Ms. Goodwin will email the Dine Out certificate once she receives it.

Speak Out/Public Comment

Dr. Kronman offered to host an awareness event at his home. Dr. Nellius suggested that the PR Subcommittee coordinate with Dr. Kronman to execute the event.

Meeting adjourned.

Respectfully Submitted,
OSHA Goodwin
Brevard C.A.R.E.S. Administrative Assistant